



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF COMMUNITY HEALTH
LANSING

JANET OLSZEWSKI
DIRECTOR

MEMORANDUM

TO: Applicants for Health Professional Licensure or Registration

FROM: Licensing Division, Michigan Bureau of Health Professions

SUBJECT: Fingerprinting Requirement

DATE: October 1, 2008

Effective immediately, all individuals applying for a health professional license or registration in the State of Michigan are required to submit fingerprints and undergo a criminal background check. This requirement is mandated by Public Act 26 of 2006 which states that "an applicant for initial licensure or registration shall submit his or her fingerprints to the department of state police to have a criminal history check conducted."

The Michigan State Police have contracted with Integrated Biometric Technology (IBT), to perform the fingerprint scans. Information about how to schedule a fingerprinting appointment and the form that must be taken to the appointment is included in each licensing/registration application packet. Licensing/registration application packets can either be mailed upon request or downloaded from our website at www.michigan.gov/healthlicense. Appointments can be scheduled at various sites throughout the state. There is a fee of \$65.25 that each applicant for licensure or registration must pay to IBT for this service.

If no criminal history information is found, the Bureau of Health Professions will be notified within 24 - 48 hours. If criminal history information is found, the record will be provided to the Bureau of Health Professions for review. This criminal background check is not subject to disclosure under the Freedom of Information Act and will not be disclosed to any person except for the purpose of licensure or for law enforcement.

You will not be issued a license or registration from the Bureau of Health Professions until the fingerprinting process and criminal background check is completed.